## U.S. Department of Housing and Urban Development

Public and Indian Housing Real Estate Assessment Center Resident Assessment Subsystem Washington, D.C. 20410



## OFFICE OF PUBLIC AND INDIAN HOUSING REAL ESTATE ASSESSMENT CENTER

## Customer Service and Satisfaction Survey - Business Calendar for PHA Survey Cycles

12/31/06 FYE 3/31/07 FYE 6/30/07 FYE

9/30/07 FYE

| Step # | Survey Process  | Start Date    | End Date       | Start Date | End Date | Start Date | End Date | Start Date | End Date |
|--------|---|---------------|----------------|------------|----------|------------|----------|------------|----------|
| 1.     | Initial survey notification<br>letter E-mailed                              | M<br>8/28/06  | M<br>8/28/06   |            |          |            |          |            |          |
| 2.     | PHA updates and certifies unit addresses via the Internet                   | TH<br>9/7/06  | M<br>9/25/06   |            |          |            |          |            |          |
| 3.     | Media packet mailed   | F<br>9/8/06   | TU<br>9/12/06  |            |          |            |          |            |          |
| 4.     | PHA promotes survey<br>using the Media Plan<br>Guidelines                   | TU<br>9/26/06 | TU<br>10/17/06 |            |          |            |          |            |          |
| 5.     | PHA documents and certifies Implementation Plan activities via the Internet | TU<br>9/26/06 | TU<br>10/17/06 |            |          |            |          |            |          |
| 6.     | PHA residents surveyed  | M<br>11/6/06  | F<br>1/5/07    |            |          |            |          |            |          |
| 7.     | PHA survey results available in RASS  | M<br>2/5/07   | M<br>2/5/07    |            |          |            |          |            |          |
| 8.     | PHA certifies Follow-up<br>Plan   | M<br>2/5/07   | W<br>2/21/07   |            |          |            |          |            |          |